

## MINUTES

### **Northern Lights Library Network Governing Board Meeting**

**Dec. 14, 2013 10 a.m.**

**Room 203 of Comstock Memorial Union, Minnesota State University Moorhead (MSUM)**

**Present:** President, Wayne Ingersoll; Secretary, Charlie Lindberg;. Board Members: Ruth Holmgren, Jenna Kahly, Gay Galles, Richard Anderson, Carol Sibley

**Absent:** Treasurer, Betsy Vinz, Tammy Thomasson-Ehrhart

**1. Call to Order.** 10 a.m.

### **3. Agenda.**

Motion to approve agenda: Jenna, Carol MCU

### **4. Minutes**

Motion to approve minutes from last meeting: Charlie, Gay MCU

### **5. Financial Reports**

Motion to approve financial reports: Ruth, Richard MCU

### **6. Money Transfer**

Transfer money to \$1,300 from 6121 (White Collection Support) and \$2,000 from budget item 6156 (Destiny Training) to 6105 (CE Events/Workshops) to cover costs associated with Train-the-Trainers (TtT). White Earth has received a grant to support their materials collection. Destiny Training will be much less expensive since media specialists will lead the training. TtT was not built into the original budget and requires more financial support.

Motion to approve transfer: Jenna, Ruth MCU

**7. The 990 form was approved online by the board and has been sent.**

### **8. Request for a change in location for the April 26 NLLN Governing Board meeting**

Carol requested the change in location from Bemidji to Moorhead due to scheduling conflicts with a MSUM Read Aloud program.

Motion to approve the location change: Carol, Charlie MCU

### **9. Travel expense policy update**

Under Meal Allowances, eliminate the per day \$42 expenditure cap.

Motion to approve update: Ruth, Charlie MCU

### **10. Statement of NLLN support for events, programs, projects, etc.**

In order to clarify and publicize the work of NLLN, all informational literature (printed or electronic) should carry the following statement – “This program is sponsored by Northern Lights Library Network with funding from the Minnesota State Legislature through the Minnesota Department of Education”.

Motion to approve: Ruth, Jenna MCU

## **11. Old Business**

### **a. Updates on NLLN Scholarship Activities**

Jenna reported that 26 scholarships have been approved to date.

### **b. Information about ELM and NLLN scholarships**

ELM brochures and information about the NLLN scholarships and application forms will be sent to regional libraries in January.

### **c. White Earth Community Library**

The library will move into two temporary buildings. A grant for \$121,000 was awarded for White Earth library services and NLLN looks to White Earth to lead this project.

### **d. Poets across America**

Kevin Zepper will work with students in Hancock and in Hallock next week. He plans to apply to be a member of COMPAS. Kathy has put information on NLLN listserv about this program.

### **e. Train-the-Trainers update**

Seven trainers have signed on and have met in person and through Google Hangouts. They are sharing documents on Google Drive and have developed a letter to inform administrators about the training for their media professionals, a survey, and are in contact with their trainee partners. iPad Airs or iPad minis have been provided to the trainers. Jennifer Hootman from ELM is developing training modules that can be used with the TtT model.

### **f. Intern for NLLN**

Jordan Schroeer has been hired 10 hrs./week, \$10/hr., 10 weeks to create NLLN's first Facebook page, write press releases, and other activities to promote NLLN. Iseun-Ife Oyebano has volunteered to take pictures for the Facebook page, design a poster for NLLN's annual meeting, and other duties as they arise

### **g. Directory of Historical and Cultural Organization and Museums**

Betsy Vinz is editing the information that was gathered last summer.

## **12. New Business**

### **a. Carol Sibley Donation**

Since Carol is retiring, she plans to donate about 50 DVDs of notable children's recordings, including music and audio recordings of books to NLLN in March.

### **b. Luncheon for Legislators in the NLLN region**

After the February 15, 2014, NLLN Governing Board meeting, Kathy has planned a luncheon to which all legislators for NLLN region and the directors of the four regional systems will be invited. This will act as a lead-up to the Minnesota Library Legislative Day on Wednesday, March 5, 2014, in St. Paul.

Motion to approve the luncheon: Jenna, Carol MCU

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**c. 23 Mobile Things**

The Minnesota multi type directors have developed a new training program similar to 23 Things on a Stick from a few years ago. It will debut in January. The address to participate is <http://23mobilethings.net/wpress/>

**d. NLLN Support for New Rivers Press 45<sup>th</sup> Anniversary**

New Rivers Press is located at MSUM. NLLN supported the cost of posters for their 45th anniversary celebration on November 7, 2013. This is part of NLLN's mandate to support literacy.

**e. Destiny Online Catalog Training**

There will be a Destiny Online Catalog Training on February 15, in Bagley, and another on March 5, in Alexandria. Kathy will see if NLLN can offer continuing education credits and also college credit.

**f. ELM Training**

Jennifer is developing training modules to be used to help teachers work with students to use the ELM databases.

**g. NLLN Blog is live**

**h. Moorhead's non-certified staff members working in media centers are now called 21st century integrationists to satisfy the MN DOE.**

**The next NLLN Governing Board meeting will be held at 10 a.m. on February 15, 2014 in Room 101 of Comstock Memorial Union, Minnesota State University Moorhead (MSUM).**